

December 17, 2004

MUNI # 12121
BETTY BELL, CLERK
VILLAGE OF EASTMAN
PO BOX 42
EASTMAN, WI 54626

Dear Municipal Official:

We have reviewed your ordinance for the municipal adoption of the Uniform Dwelling Code (UDC) and found it acceptable. You may begin enforcing the UDC per its administration and enforcement requirements of Ch. Comm 20, for all new one- and two-family dwellings as well as new alterations and additions to dwellings originally built since June 1, 1980. Note that all inspections must be performed by properly certified inspectors.

However, section 1.8 of your ordinance regarding PROCEDURE FOR OBTAINING PERMIT is somewhat unclear as to who actually issues the building permit. The only point to bear in mind is that the certified building inspector must review and approve the building permit application and the dwelling plans prior to the issuance of the building permit.

Enclosed is an order form for purchasing forms and UDC seals, one of which must be assigned to each new dwelling. (Please note your municipality number above when completing the order form.) The yellow copy of the building permit application, on which the seal number is indicated, must be forwarded to us within 30 days of issuance.

Feel free to contact me if you have any questions.

Sincerely,

Duane Hubeler
UDC Consultant
Tel. (608)266-1390

ENCL.

Post-it® Fax Note	7671	Date	1/23	# of pages	4
To	Brad Smrcina	From	Duane Hubeler		
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